

**SCHOOL FACILITIES BOARD**  
**August 5, 2004**  
**Phoenix, Arizona**

The School Facilities Board held a board meeting at the Chandler Unified District Office. The meeting began at approximately 9:50 A.M.

|   |                                   |
|---|-----------------------------------|
| <u>Members Present</u>                                      | <u>Guests Present</u>             |
| Conley, Patrice   | Bob Rice, Chandler USD            |
| Davidson, Frank   | Charlotte Patterson, Chandler USD |
| Keenan, Brooks  |                                   |
| Van Sittert, Logan, Chair                                   |                                   |
| Vaughan, G. Keith   |                                   |
| Wright, John, Vice-Chair                                    |                                   |
| Vicki Salazar, Superintendent's Representative (non-voting) |                                   |
|   |                                   |
| <u>Members Absent</u>                                       |                                   |
| Granillo, Pete  |                                   |
| McGee, Kate   |                                   |
|   |                                   |
| <u>Staff Present</u>  |                                   |
| William Bell, Executive Director                            |                                   |
| Tim Brand, Facilities Deputy Director                       |                                   |
| Candy Cooley, Deputy Director of MIS                        |                                   |
| John Arnold, Deputy Director of Finance                     |                                   |
| Terrie Zenoff, Assistant Attorney General                   |                                   |
| Deborah Dominguez, Executive Assistant                      |                                   |
| Kristen Landry, Public Information Officer                  |                                   |
| Charlotte Hosseini, Special Projects                        |                                   |

Welcome

Bob Rice, Board Member of the Chandler Unified School District, welcomed the School Facilities Board.

- I. Call to Order  
The Board Chair, Logan Van Sittert, called the meeting to order at approximately 9:50 A.M.
- II. Roll Call  
There were six Board Members present at this meeting, including Vicki Salazar of ADE, a non-voting member.
- III. Approval of Minutes of June 3, 2004 Regular and Executive Session  
John Wright moved that the Board approve the Regular and Executive Session Minutes for June 3, 2004. Keith Vaughan seconded. Motion passed on a 6-0 voice vote.

Approval of Minutes of June 29, 2004 Meeting

John Wright moved that the Board approve the Minutes for June 29, 2004. Frank Davidson seconded.

Pat Conley expressed concern that the June 29, 2004 minutes could be used in a lawsuit. She stated that the action that was taken was whether or not to give approval prior to the retirement of buildings and the fiscal year in which the retirement was to take place. She added that in Vc. paragraph 7, the line that states work at North School and the high school campus would be done at District expense is misleading as she believes the State will be paying for the replacement and not the District. Ms. Conley suggested that staff compile a more complete narrative and have the Attorney General's Office review it.

John Wright stated that he feels that the Board's practice of a summary narrative is sufficient.

Keith Vaughan asked Attorney Terrie Zenoff if summary narratives are sufficient for minutes. Ms. Zenoff stated that the minutes need to reflect the actions of the board. Minutes should not be altered for contemplated action; they must reflect what happened at the meeting. She added that staff retains tapes from the meetings and some boards utilize complete transcription for minutes.

Brooks Keenan stated that he is comfortable with the minutes as presented.

Pat Conley moved to amend that the 2004 Capital Plan include prior action. This motion was not seconded.

Motion passed on a 5-1 voice vote, with Pat Conley against.

The following items are listed in the order in which they appear on the agenda, not necessarily in the order in which they were discussed. Several items were reviewed out of order as they related to other items on the agenda.

IV. Director's Report

a. Deficiency Corrections Update

This was an informational item only. The following issues were discussed.

- July 15, 2004 Status of Work
- Status of Deferred projects

Pat Conley asked if there are any problems because of the 48 projects not complete. Director Bell stated that staff has researched this and these projects will be completed without any funding problems.

The Board commended staff on all the work that was done to meet the statutory deadline.

Audit Update

This was an informational item only.

Director Bell stated that 11 audits have been completed and \$17 million in exceptions has been found. He added most vendors are cooperating with the

audit. To give an example of some of the issues staff has experienced, Director Bell stated that Flagstaff Design and Construction does not feel the SFB has the right to audit their books. Terrie Zenoff stated that staff has filed suit stating that the SFB does have the right to audit. At the same time FDC filed a motion for a preliminary injunction seeking to prohibit the state from auditing its contract with the SFB. She added that the SFB has requested that this be moved to Maricopa County.

Keith Vaughan stated that many of the audits looked good. Director Bell stated that is correct and there have been mistakes on both sides.

John Wright left the meeting at 10:20a.m.

b. Five Year Building Renewal Plan Instructions

Tim Brand informed the Board that these instructions were presented to districts at the AASBO Conference in July for comments.

Logan Van Sittert asked if the October 15 deadline was the statutory deadline. Tim Brand confirmed that is the statutory deadline.

Pat Conley asked if it would be possible for districts to only submit the summary page. Mr. Brand explained that the forms are pre-produced and districts would need to fill these forms out to get to the summary sheet. Frank Davidson agreed that he would want to see the back up materials for documentation. Mr. Brand added that staff will assist the districts with the paperwork.

Ms. Conley suggested that the SFB provide a list of recommended uniform prices so that the balances coincide.

Keith Vaughan asked about projects done with district dollars. Mr. Brand stated that an area for district money has been added into the report as an optional item.

Brooks Keenan moved that the Board approve the plan as presented. Keith Vaughan seconded. Motion passed on a 5-0 voice vote.

c. Arizona School for the Deaf and Blind

John Arnold explained that JCCR is to be provided with an estimate of new construction needs and building renewal for the Arizona School for the Deaf and Blind.

Brooks Keenan stated that the square footage per student seemed high. John Arnold explained that the 875 square feet per student is a composite number for classroom space, physical education space, health areas, media space, etc. He added that nationally, the space is typically over 900 square feet per student.

Keith Vaughan asked if residential space is included in that number. Mr. Arnold stated that residential space is not included.

Pat Conley moved that the Board approve the estimated requirements for §15-2041 and §15-2031. Frank Davidson seconded. Motion passed on a 5-0 voice vote.

d. Discussion of Board Retreat

Staff has compiled a list of issues that Board Members have requested be discussed at the Board Retreat. The Board is in agreement that this retreat will take place on October 8, the day after the regular meeting.

e. Building Renewal Subcommittee Report.

Director Bell suggested that the members to make up the subcommittee include: a Board Member; a staff member; a finance specialist, a facilities specialist; an industry specialist; and a Building Renewal Formula Expert. He added that nominations would be the next step in organizing this committee.

Pat Conley asked for clarification on the Building Renewal Formula Expert. Mr. Bell stated that it would be a person with historical insight as to the forming of the Building Renewal Legislation.

Brooks Keenan stated that the outcome of this subcommittee could be controversial and expressed concern that it be presented with credibility. He suggested having members who have the knowledge, but are not necessarily from a school district.

V. Assessment Deficiencies

a. Consideration of Ratification of Contracts for Deficiency Corrections Projects

Keith Vaughan moved that the Board ratify the contract awards for the School Facilities Board and the districts and vendors listed under agenda item V.a. Pat Conley seconded. Motion passed on a 5-0 voice vote.

b. Consideration of Ratification of Change Orders for Deficiency Corrections Projects

Brooks Keenan moved that the Board ratify the change orders for the districts and vendors listed under agenda item V.b. Keith Vaughan seconded. Motion passed on a 5-0 voice vote.

c. Consideration of other Deficiency Corrections Issues

Keith Vaughan moved that the Board approve up to \$7,500 in funding for the replacement of Ash Fork Unified School District's septic system and that the Board approve Valley Union High School District's request to retire two portables and fund replacement space contingent upon the district working with staff to determine the proper solution. Brooks Keenan seconded. Motion passed on a 4-1 voice vote with Pat Conley against.

VI. Preventive Maintenance

Frank Davidson moved that the Board approve the School Districts Preventive Maintenance Plans as presented. Brooks Keenan seconded. Motion passed on a 5-0 voice vote.

VII. New School Construction

a. Consideration of New Construction Projects Review, Bids, Bid Packages and Change Orders, and Expansion/Change of Scope and Increased Project Cost

Keith Vaughan moved that the Board approve the staff recommendation as follows:

1. Approve Chandler Unified District's request to go to bid on a School Facilities Board project in the amount of \$12,697,416 for a 7-8 junior high school, project number 070280000-9999-006N.
2. Approve Deer Valley Unified District's request to go to bid on a School Facilities Board project in the amount of \$8,257,788 for a K-8 elementary school, project number 070297000-9999-012N and additional funding of \$195,000 for specific site conditions.
3. Approve Liberty Elementary District's request to go to bid on a School Facilities Board project in the amount of \$7,296,643 for a K-8 elementary school, project number 070425000-9999-221N.
4. Approve Peoria Unified District's request to go to bid on a School Facilities Board project in the amount of \$27,351,900 for a 9-12 high school, project number 070211000-9999-006N.

Brooks Keenan seconded. Motion passed on a 5-0 voice vote.

b. Expansion/Change of Scope and Increased Project Cost

Brooks Keenan moved that the Board approve the staff recommendation to approve the additional funding for Yavapai County Accommodation District's 9-12 high school project at an additional funding amount of \$162,407. Keith Vaughan seconded. Motion passed on a 4-0-1 voice vote with Pat Conley recusing herself from the vote.

VIII. Consideration of Request for Land or Real Property Purchase, Lease, or Donation, including requests from:

a. Steps I and/or II

Brooks Keenan moved that the board approve the staff recommendations as follows:

1. That the Board approve Dysart Unified School District's request to accept a donation of 13.38 acres for a K-8 school site and move to Step III.
2. That the Board approve Litchfield Elementary School District's request to accept a donation of 20.12 acres for a K-5 school site and move to Step III.
3. That the Board approve Maricopa County Regional School District's request to purchase 16 acres for a 7-12 school site and move to Step III.

4. That the Board approve Santa Cruz Valley Unified School District's request to purchase 12 acres for a 6-8 school site and move to Step III.

Pat Conley seconded. Motion passed on a 5-0 voice vote.

b. Step III

Deer Valley Unified

Keith Vaughan moved that the Board approve the staff recommendation to approve Deer Valley Unified District's request to accept the donation of 16 acres for an elementary site (project number 070297000-9999-020L) Frank Davidson seconded. Motion passed on a 5-0 voice vote.

Dysart Unified

Brooks Keenan moved that the Board approve the staff recommendation to approve Dysart Unified District's request to purchase 15 acres for an elementary site (project number 070289000-9999-018L) Pat Conley seconded. Motion passed on a 5-0 voice vote.

Dysart Unified

Frank Davidson moved that the Board approve the staff recommendation to approve Dysart Unified District's request to accept the donation of 15 acres for an elementary site (project number 070289000-9999-019L) Pat Conley seconded. Motion passed on a 5-0 voice vote.

Gilbert Unified

Brooks Keenan moved that the Board approve the staff recommendation to approve Gilbert Unified District's request to purchase 12 acres for an elementary site (project number 070241000-9999-015L) Frank Davidson seconded. Motion passed on a 4-0-1 voice vote with Keith Vaughan recusing himself from the vote.

Litchfield Elementary

Brooks Keenan moved that the Board approve the staff recommendation to approve Litchfield Elementary School District's request to accept the donation of 14.2 acres for an elementary site (project number 070479000-9999-007L) Frank Davidson seconded. Motion passed on a 5-0 voice vote.

Union Elementary

Brooks Keenan moved that the Board That the Board approve the staff recommendation to approve Union Elementary School District's request to purchase 13.58 acres for an elementary site (project number (070462000-9999-006L) Keith Vaughan seconded. Motion passed on a 5-0 voice vote.

IX. Finance Report

This was an informational item only. John Arnold updated the Board on the status of the Building Renewal fund, New School Facilities fund, Lease-to-own History, Emergency Fund, and Bond update.

XII. Future Agenda Items

None

XIII. Public Comment  
None

Adjournment

There being no further business Board Chair, Logan Van Sittert, adjourned the meeting at approximately 11:45 A.M.

Approved by the School Facilities Board on \_\_\_\_\_, 2004

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Logan Van Sittert, Chair